

## **DOLLARD SYNCHRO CLUB**

### **BYLAWS**

(As amended at the November 16<sup>th</sup>, 2020 AGM)

#### **1 - INTRODUCTION**

- 1.1 The Club is incorporated as a non-profit organization under the name "Club de nage synchronisée de Dollard-des-Ormeaux", and operates under the name "Dollard Synchro Club".
- 1.2 The Club operates under the auspices of the Aquatic Association of Dollard des Ormeaux (AADD0), of which it is a member. The Board of Directors designates one of its members to sit on the Board of Directors of the AADD0.
- 1.3 The Club benefits from the human, material, and financial resources and secretarial services placed at its disposal by the AADD0. The full-time coaches are employed by the AADD0, which organization shall consult the Dollard Synchro Club Board of Directors prior to their hiring.
- 1.4 The Club submits its financial report at the Annual General Meeting of the AADD0.

#### **2 - OBJECTIVES**

- 2.1 The objective of the Club is to unite all those who would like to participate in competitive artistic swimming under the Club's name, in keeping with practical considerations of qualifications and of team size.
- 2.2 The club is dedicated to competitive artistic swimming excellence at all levels of participation through the efforts of the swimmers, coaches and parents.

#### **3 ADMINISTRATION**

- 3.1 The Board of Directors, elected each year at a general meeting of the membership, sees to the Club's general administration. It reports to the members at the Annual General Meeting.
- 3.2 The Club may receive grants of all types, on condition that these grants may not at any time inhibit the pursuit of the team's objectives, or fail to conform to the spirit or the Bylaws of the Club.
- 3.3 The Board of Directors presents at the Annual General Meeting the financial report for the past fiscal year, as well as the budget for the new year. The Annual General Meeting is convened as soon as possible following the end of the financial year, which runs from September 1 to August 31.
- 3.4 The Board of Directors may affiliate the Dollard Synchro Club to regional, provincial, national or international associations, if such affiliations contribute to the achievement of the Club's objectives, and conform to the rules of Canada Artistic Swimming and Natation Artistique Québec..
- 3.5 All modifications to the Bylaws of the Club must be approved at a general meeting of the membership.

#### 4 DOLLARD SYNCHRO CLUB BOARD OF DIRECTORS

- 4.1 The Board of Directors shall consist of up to fifteen (15) members chosen by the general membership. The Head Coach, the Aquatic Director of the AADD0, and, as required, coaches responsible for certain programs, may also participate at meetings of the Board of Directors.
- 4.2 A member of the Board of Directors will be a parent of a competitor in good standing, or a competitor eighteen (18) years of age or older. On an exception basis, one *or more* members of the Board of Directors may be chosen from outside the above-mentioned group of eligible persons, *at the discretion of the Board, and to the benefit of the Club, to a maximum of 1/3 of the Board members.*
- 4.3 The normal mandate of members of the Board of Directors is one year and terminates at the subsequent Annual General Meeting. A mandate of the Board of Directors is renewable.
- 4.4 If a member of the Board of Directors resigns before his or her mandate expires, the Board may name a replacement from among the eligible persons to complete that mandate.
- 4.5 At its first meeting, the Board of Directors selects from among its members a President, a Vice-President, a Past President Position, a Secretary and a Treasurer. The members of the Board also divide among themselves the various functions, including:
  - parents' liaison
  - publicity/media
  - fundraising
  - hospitality (Food Planner)
  - Meet Manager
  - clothing
  - travel
  - registrar
  - event planner
  - website
  - display case/trophies
  - any other areas not specifically identified above
- 4.6 A quorum for the Board of Directors meetings is fifty percent (50%) plus one member.
- 4.7 The President shall not vote except in the case of a tie. Only one vote per family will be counted, in the event that two or more members of the same immediate family are on the Board.
- 4.8 The Board of Directors establishes a schedule of its meetings, normally monthly, at predetermined dates. The Board may call additional meetings as needed and a Special General Meeting of members at any time.
- 4.9 A director who is unable to attend a scheduled board meeting shall advise the secretary beforehand. Any member who fails to attend three (3) meetings throughout the season without prior notification to the secretary may be removed from the Board by majority vote.
- 4.10 Minutes of the Board of Directors meetings may be obtained by requesting them of the secretary.
- 4.11 Members of the Board of Directors submit a written report of the activities for which they were responsible at the Annual General Meeting.

5 GENERAL MEETINGS

- 5.1 A quorum for any General Meeting will be twenty percent (20%) of the voting members.
- 5.2 A voting member is **one** parent of a swimmer who belongs to the Club, or a swimmer who is eighteen (18) years of age or older. Voting privileges will be granted on the basis of one (1) vote per family.
- 5.3 The notice of the Annual General Meeting (AGM) will be posted on the Dollard Website at least two weeks before registration. The notice will also be included in the Registration Package as a reminder.
- 5.4 At a General Meeting, members may approve or modify the Bylaws of the Dollard Synchro Club.
- 5.5 Minutes of general meetings will be distributed when adopted.

6 FEES

- 6.1 To participate in the artistic swimming program, athletes must pay the fees required by the AADD0, which vary according to the program and the level.
- 6.2 Athletes must also pay the membership fees of the Dollard Synchro Club; these are set by the Board of Directors.
- 6.3 Entry fees, amateur card fees, and transportation and accommodation costs are not included in the membership fee and are the responsibility of the athlete and her parents.

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